United Nations ST/IC/2017/20

Secretariat

24 July 2017

Information circular*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **Rates of daily subsistence allowance in New York, Geneva and Vienna**

1. Pursuant to section 3.4 of administrative instruction ST/AI/2014/2, on the system of daily subsistence allowance, the purpose of the present circular is to inform the staff of the schedule of rates of daily subsistence allowance applicable to the above-mentioned duty stations and their effective dates, as set out in the annex to the present circular.

2. The schedule set out in the annex replaces the schedule contained in the annex to information circular ST/IC/2015/25.

* The present circular, which cancels and supersedes information circular ST/IC/2015/25, will be in effect until further notice.

17-12524 (E) 250717

Please recycle

Annex

Rates of daily subsistence allowance at Headquarters, Geneva and Vienna

	Headquarters[a] *(US$ per day)*		*Geneva*[b] *(SwF per day)*	*Vienna*[c] *(€ per day)*
(i) *First 60 days*, consecutive or otherwise, at the temporary duty station, all staff:	First 30 days	Next 30 days		
Standard year-round rate	410	349	383	256
Special hotels, January-August[d]	500	425		
Special hotels, September-December[e]	600	510		
(ii) *During the next 60 days*, consecutive or otherwise, at the temporary duty station, all staff:				
Standard year-round rate	273		287	192
Special hotels, January-August[d]	333			
Special hotels, September-December[e]	400			
(iii) *After 120 days*, consecutive or otherwise, at the temporary duty station, all staff:				
Standard year-round rate	205		230	154
Special hotels, January-August[d]	250			
Special hotels, September-December[e]	300			

[a] Effective 1 August 2017.
[b] Effective 1 July 2017.
[c] Effective 1 September 2016.
[d] The hotels in this category are: Affinia — Shelburne Murray Hill, Bentley, Double Tree by Hilton — Times Square, Grand Hyatt, Jolly Madison, Kimberly, One UN New York, Residence Inn Midtown Marriott, Roger Smith, San Carlos, Seton, The Renwick and Westin New York Grand Central.
[e] The hotels in this category are: Affinia — Shelburne Murray Hill, Bentley, Double Tree by Hilton — Times Square, Kimberly, One UN New York, Residence Inn Midtown Marriott, Roger Smith, San Carlos, Seton, The Renwick and Westin New York Grand Central.